



CITY OF HOUSTON

# Job Posting

	<div><div>CORRECTION</div><div>CORRECTION</div><div>CORRECTION</div></div>										
1	<div><div>Applications accepted</div><div>ALL PERSONS INTERESTED</div></div>										
2	<div><div>Job Classification</div><div>MICROBIOLOGIST I</div></div>										
3	<div><div>Posting Number</div><div>PN# 104371</div></div>										
4	<div><div>Department</div><div>Health &amp; Human Services Department</div></div>										
5	<div><div>Division</div><div>Communicable Disease</div></div>										
6	<div><div>Section</div><div>Serology/ Virology Laboratory</div></div>										
7	<div><div>Reporting Location</div><div>8000 N. Stadium Drive</div></div>										
8	<div><div>Workdays &amp; Hours</div><div>M - F, 8 a.m. - 5 p.m.*</div><div>*Subject to change</div></div>										
9	<div><div><b>DESCRIPTION OF DUTIES/ESSENTIAL FUNCTIONS</b></div><div>Performs entry level bacteriological, serological and virological laboratory work according to clearly prescribed procedures and laboratory techniques.</div><div><b>CORE FUNCTIONS</b></div><div><div>➤ Performs varied serological laboratory testing procedures in the Virology/Serology Section.</div><div>➤ Accurately enter specimen information, patient demographics and test results in the lab computer system.</div><div>➤ Conducts required Quality Control/Quality Assessment procedures and maintains accurate records.</div><div>➤ Participates in proficiency testing and continuing educational programs.</div><div>➤ Assists with maintenance of supply inventory and laboratory equipment. Other duties as assigned.</div></div><div><b>WORKING CONDITIONS</b></div><div>The position occasionally requires stooping or bending. Occasional very light lifting, such as three or four reams of papers or books (up to 20 pounds or an equivalent weight) may be required.</div><div><b>MINIMUM EDUCATIONAL REQUIREMENTS</b></div><div>A Bachelor's degree in Biology, Bacteriology, Microbiology or a closely related field is required.</div><div><b>MINIMUM EXPERIENCE REQUIREMENTS</b></div><div>No experience is required.</div><div><b>MINIMUM LICENSE REQUIREMENTS</b></div><div>None</div><div><b>PREFERENCES</b></div><div><div>➤ Experience with microbiological and serological techniques.</div><div>➤ Weekend rotations and any other duties as assigned.</div><div>➤ One year of clinical microbiology bench experience.</div></div><div><b>SELECTION/SKILLS TESTS REQUIRED</b></div><div>None</div><div><div><b>SAFETY IMPACT POSITION</b></div><div><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</div></div><tr><td>16</td><td><div><div>This position is subject to random drug testing and if a promotional position, candidate must pass an assignment drug test.</div></div></td></tr><tr><td>17</td><td><div><div><b>SALARY INFORMATION</b></div><div><b>GRANT FUNDED POSITION</b></div><div>This position is dependent upon continued available funds. If funding is no longer available, employee may be laid off or transferred. Factors used in determining the salary offered include the candidate's qualifications as well as the pay rates of other employees in this classification. The minimum to midpoint of this salary range is:</div><div><div>Salary Range - Pay Grade 14</div><div>\$861 - \$1,159 Biweekly \$22,386 - \$30,134 Annually</div></div></div></td></tr><tr><td>18</td><td><div><div><b>OPENING DATE</b></div><div>May 4, 2005</div></div></td></tr><tr><td>19</td><td><div><div><b>CLOSING DATE</b></div><div>Open Until Filled</div></div></td></tr><tr><td>20</td><td><div><div><b>APPLICATION PROCEDURES</b></div><div>Original applications only are accepted and must be received by the Human Resources Department during posting opening and closing dates shown, between 9:00 a.m. and 4:30 p.m. at 611 Walker, 1<sup>st</sup> Floor. Successful candidates will be notified of their application status. All new and rehires must pass a pre-employment drug test and are subject to a physical examination and verification of information provided. TDD Phone Number (713) 837-9496.</div><div>An equal opportunity employer</div></div></td></tr></div>	16	<div><div>This position is subject to random drug testing and if a promotional position, candidate must pass an assignment drug test.</div></div>	17	<div><div><b>SALARY INFORMATION</b></div><div><b>GRANT FUNDED POSITION</b></div><div>This position is dependent upon continued available funds. If funding is no longer available, employee may be laid off or transferred. Factors used in determining the salary offered include the candidate's qualifications as well as the pay rates of other employees in this classification. The minimum to midpoint of this salary range is:</div><div><div>Salary Range - Pay Grade 14</div><div>\$861 - \$1,159 Biweekly \$22,386 - \$30,134 Annually</div></div></div>	18	<div><div><b>OPENING DATE</b></div><div>May 4, 2005</div></div>	19	<div><div><b>CLOSING DATE</b></div><div>Open Until Filled</div></div>	20	<div><div><b>APPLICATION PROCEDURES</b></div><div>Original applications only are accepted and must be received by the Human Resources Department during posting opening and closing dates shown, between 9:00 a.m. and 4:30 p.m. at 611 Walker, 1<sup>st</sup> Floor. Successful candidates will be notified of their application status. All new and rehires must pass a pre-employment drug test and are subject to a physical examination and verification of information provided. TDD Phone Number (713) 837-9496.</div><div>An equal opportunity employer</div></div>
16	<div><div>This position is subject to random drug testing and if a promotional position, candidate must pass an assignment drug test.</div></div>										
17	<div><div><b>SALARY INFORMATION</b></div><div><b>GRANT FUNDED POSITION</b></div><div>This position is dependent upon continued available funds. If funding is no longer available, employee may be laid off or transferred. Factors used in determining the salary offered include the candidate's qualifications as well as the pay rates of other employees in this classification. The minimum to midpoint of this salary range is:</div><div><div>Salary Range - Pay Grade 14</div><div>\$861 - \$1,159 Biweekly \$22,386 - \$30,134 Annually</div></div></div>										
18	<div><div><b>OPENING DATE</b></div><div>May 4, 2005</div></div>										
19	<div><div><b>CLOSING DATE</b></div><div>Open Until Filled</div></div>										
20	<div><div><b>APPLICATION PROCEDURES</b></div><div>Original applications only are accepted and must be received by the Human Resources Department during posting opening and closing dates shown, between 9:00 a.m. and 4:30 p.m. at 611 Walker, 1<sup>st</sup> Floor. Successful candidates will be notified of their application status. All new and rehires must pass a pre-employment drug test and are subject to a physical examination and verification of information provided. TDD Phone Number (713) 837-9496.</div><div>An equal opportunity employer</div></div>										